



Chesterfield County, Virginia Department of Building Inspection

9800 Government Center Parkway – P.O. Box 40 – Chesterfield, VA 23832-0040
Phone: (804) 748-1057 – Fax: (804) 751-4713 – Internet: www.chesterfield.gov/bi

WILLIAM D. DUPLER
Building Official

CERTIFICATE OF COMPLIANCE PROCEDURES AND FEES DUE FOR ELEVATORS, ESCALATORS, DUMBWAITERS AND MANLIFTS

Make checks payable to Treasurer, Chesterfield County

1. Applicant must complete the Certificate of Compliance Application form(s) and remit with proper fee. The application, fee, and inspection forms may be submitted upon receipt of this notice.

Passenger elevator	\$48.00
Freight elevator	\$48.00
Dumbwaiters	\$48.00
Man Lifts	\$48.00
Escalators (per floor)	\$48.00
2. Inspection of the equipment is to be conducted by an approved agent, provided the approved agent is not the installer or the provider of the equipment. Inspection checklist and summary forms may be obtained by contacting our office if needed.
3. Completed inspection forms with the inspection summary report must be returned to this office for review.
4. If no violations are cited, a clear Certificate of Compliance will be issued.
5. If violations are cited and the inspector certifies that the equipment may be operated until the violations are corrected within the given time frame, a Temporary Certificate of Compliance will be issued.
6. If violations are cited and the inspector certifies that the equipment cannot be operated, use of the equipment must be discontinued.
7. Documentation from the original inspector that the cited violations have been corrected must be sent to this office before a clear Certificate of Compliance will be issued.

Part X of ASME/ANSI A17.1 is the standard that governs routine and periodic tests of elevators, escalators, dumbwaiters and manlifts. Based on the type of equipment, this standard requires certain tests and inspections to be conducted at intervals ranging from every six months to every five years.

Type of Equipment	<u>Semi-Annual Inspections</u> (Routine)	<u>Yearly Tests and Inspections</u> (Periodic)
Electric Elevator	Yes	Yes
Hydraulic Elevator	Yes	Yes
Manlift	Yes	Yes
Escalator	Yes	Yes
Electric Dumbwaiter	No	Yes
Hydraulic Dumbwaiter	No	Yes

The results of the yearly tests and inspections must be reported to this office, using the forms provided, in accordance with numbers 1 through 7 above.

The routine inspections that are required to be performed at six-month intervals shall be conducted by an approved agent. These inspections need not have their results reported to this office.

Periodic tests and inspections required to be performed at three and five-year intervals shall also be reported using the forms provided as applicable.

Failure to submit all of the required documents and fee(s) by June 30, 2008 may result in issuance of a Notice of Violation based on non-compliance with the International Property Maintenance Code.

If you are no longer the owner or property manager for this property, please contact me immediately upon receipt of this notice.

If you have any questions regarding this process, please contact Craig Condrey at 804-748-1242 or email at condreyc@chesterfield.gov.

Sincerely,



W. Craig Condrey
Commercial Inspection Supervisor
Department of Building Inspections